

COVID-19 PROTOCOL

Point Communications team members will adhere to the standards set by local and national health and government agencies as well as direct and in-direct clients while traveling, working, or otherwise engaging in business on behalf of Point.

This includes, but is not limited to:

- 1. Daily temperature taking
- 2. Proper face coverings
- 3. Social distancing with teammates, respondents, clients, public
- 4. Regular washing of hands using health standards (20 seconds bubble scrubbing)
- 5. Regular use of hand sanitizer
- 6. Avoiding touching of their face
- 7. Proper cleaning of all products, equipment, tables, chairs, surfaces, etc.
- 8. Covid-19 testing prior to traveling.
- 9. Extensive safe travel measures
- 10. Limited and safe after-hours activities limited to food and necessities only.
- 11.POINT team will advise immediately if they start to experience any symptoms so the proper decisions can be made to keep everyone safe.

All essential supplies for our team will be provided by Point. It is recommended they bring their own masks for their comfort, but masks will be available on site.

Point team members have accepted this protocol, meaning they agree and will adhere protocol. Point team members will not hold POINT Communications, its clients, vendors, or agencies liable.

If there are specific protocols required by clients or the project, please advise and we will do our best to comply.

We are versed in assisting executing client Covid-19 protocol for respondents.

Roxann Pope 1/1/2021